

IDAHO PUBLIC WORKS CONTRACTORS LICENSING BOARD MEETING

Monday – August 6, 2007 – 9:00 A.M.

Division of Building Safety
Board Conference Room
1090 East Watertower Street
Meridian, ID 83642

NOTE: The following report is not intended to be a verbatim transcript of the discussions at the meeting, but is intended to record the significant features of those discussions.

The meeting was called to order by Chairman Dick Anderson at 9:04 a.m. on Monday, August 6, 2007.

Board Members Present:

Dick Anderson, Chairman
Torry McAlvain, Vice Chairman
Bob Angle
John Sheldon
Ken Worst

Board Members Absent:

Jerry A. Peterson
Steffani Lippert

DBS Staff Members:

Kelly Pearce, Administrator
Steve Keys, Deputy Administrator, Operations
Eric Fieldstad, Deputy Administrator, Administration
Roger Gabel, Deputy Attorney General
Jean Frenette, PWCL & Industrial Safety Bureau Chief
Bill Hatch, Public Information Officer
Heather Carr, Licensing Outreach Advisor
Renee Bryant, Administrative Assistant

◆ **Approval of August 6, 2007 Agenda and July 9, 2007 Meeting Minutes**

The following items were added to the agenda: A presentation of the Division's computer system; Customer Access System "CAS" and draft rule changes on the naming requirements.

Bob Angle requested the minutes reflect that he is not opposed to a new license category, only to an upper "unlimited" license category.

MOTION: Bob Angle made a motion to accept the agenda and minutes with changes as proposed. Torry McAlvain seconded. All in favor, motion carried.

◆ **New License Categories**

Steve Keys presented a draft rule on Idaho Code 54-1904. As agreed upon at the July 9, 2007 meeting, the draft redefines the classes of licenses issues, defines the new "unlimited" category and establishes the "unlimited" class license fee. The draft also incorporates the financial requirements and changes the definition of "Total Bid Cost".

MOTION: Torry McAlvain made a motion to approve I.C. 54-1904, Classes of Licenses, as submitted. Mr. McAlvain would like the Board to pursue the approval of bids up to \$500.00 for unlicensed contractors. John Sheldon seconded. Three in favor and one opposed. Motion carried.

◆ **Sub-Contractor Naming Requirements**

The proposed administrative rule change, as addressed by Steve Keys, modifies the definitions of the specialty construction categories 15510, "Boiler – Hot-Water Heating and Steam Fitting" and 15700,

“Air Conditioning and Warm-Air Heating”, minimizing confusion as to which category of license is applicable to the HVAC work being done.

MOTION: Torry McAlvain made a motion to approve the proposed rule change as drafted. Bob Angle seconded. All in favor, motion carried.

ACTION: Dick Anderson requested the subject of a subcontractor working under a Public Works contractor’s license be discussed at the October 1, 2007 Board meeting. The Bureau is to look into adding a sentence to the “exception” clause in their statutes.

◆ **Presentation of Customer Access System (CAS)**

Kelly Pearce briefly addressed the status of the Division’s future computer system, “CAS”.

A slide show presentation on the Division’s future computer system titled, “Past-Present-Future” was presented by Tina Smith. The slide show illustrated how the new “CAS” system will streamline the Division’s permit, license and inspection procedures.

◆ **Administrators Report**

Senate Bill 1155 passed this year, creating the Modular Building Advisory Board. Included in the legislation was a provision for a single page application process for modular permits. As of July 1st the agency has a one page application process in place.

The agency is currently advertising for an Industrial Safety Program Manager. The Safety Program Manager will manage the Elevator program.

The Division has consolidated their Plan Review Unit; moving all plan review staff to one central location of the building. The Plan Review Unit will consolidate all plan reviews done within the agency to a single report.

Kelly Pearce introduced Bill Hatch as the agency’s new Public Information Officer. Bill Hatch gave a brief description of his background in broadcasting.

MOTION: Torry McAlvain made a motion to conclude the Board meeting. Bob Angle seconded. All in favor, motion carried.

Meeting adjourned at 11:23 a.m.

RICHARD ANDERSON, CHAIRMAN
PUBLIC WORKS CONTRACTORS
LICENSING BOARD

C. KELLY PEARCE, ADMINISTRATOR
DIVISION OF BUILDING SAFETY

DATE

DATE